



**DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
2 NAVY ANNEX
WASHINGTON, DC 20380-1775**

IN REPLY REFER TO:

17 JAN 2002

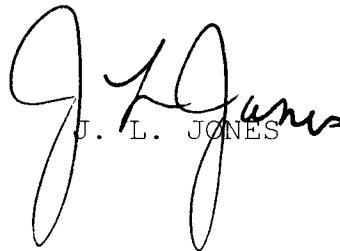
COMMANDANT OF THE MARINE CORPS POLICY MEMORANDUM 1-02

Subj: MARINE REQUIREMENTS OVERSIGHT COUNCIL (MROC)

Ref: (a) CMC POLICY MEMORANDUM 2-99
(b) CMC POLICY MEMORANDUM 1-99

Encl: (1) MROC Charter

1. Reference (a) is cancelled and is replaced by this memorandum.
2. Reference (a) established the MROC and provided the initial charter by which it operated. The enclosure reflects the changes to the MROC process as it has matured since inception.
3. This policy memorandum updates reference (b) by re-assigning the Command Element Advocate responsibilities to the Deputy Commandant, Combat Development and establishing the Deputy Commandant, Installations and Logistics as the Advocate for installations. Additionally, Proponents' responsibilities are assigned as listed in the enclosure.
4. I am gratified at the success of our Advocacy program and the MROC process; both are powerful tools for meeting the Corps' future requirements and resource demands.


J. L. JONES

MARINE REQUIREMENTS OVERSIGHT COUNCIL CHARTER

1. Mission. The Marine Requirements Oversight Council (MROC) advises the Commandant of the Marine Corps on policy matters related to concepts, force structure, and requirements validation.

2. Membership. The MROC is chaired by the Assistant Commandant of the Marine Corps and is composed of permanent and associate members.

a. Permanent members are:

Assistant Commandant of the Marine Corps (ACMC)
Deputy Commandant for Programs and Resources (DC, P&R)
Deputy Commandant for Manpower and Reserve Affairs (DC, M&RA)
Deputy Commandant for Aviation (DC, AVN)
Deputy Commandant for Plans, Policies, and Operations (DC, PP&O)
Deputy Commandant for Installations and Logistics (DC, I&L)
Deputy Commandant for Combat Development (DC, CD)

b. As required, Associate members are assigned by the MROC Chairman.

3. Functions. In addition to such tasks the Commandant of the Marine Corps may direct, the MROC will:

a. Conduct comprehensive reviews of critical issues and programs to develop optimal, balanced Marine Corps positions by considering current operational needs, desired future capabilities, and feasible alternatives based on resource constraints.

b. Review, prioritize, and approve Mission Need Statements (MNSs), Operational Requirements Documents (ORDs), Capstone Requirements Documents (CRDs), and force structure recommendations. MNS review, validation, and approval will occur prior to the start of the acquisition process.

c. Develop recommendations for Marine Corps requirements, related strategies, and positions that are supported and funded by external agencies and other Services. This includes, but is not limited to, amphibious ships, Naval aviation, and joint requirements.

d. Review and approve operational concepts.

e. Provide a venue for advocate and proponent input into policy decisions.

4. Executive Agent. The DC, P&R is designated the Executive Agent of the MROC. The Executive Agent shall:

a. Provide administrative support for the Chairman as directed. Typical administrative support includes scheduling meetings/briefings, maintaining historical files, tracking the implementation of MROC decisions, and facilitating the MROC process.

b. Maintain liaison between all members of the MROC, coordinate meetings, and ensure briefing materials are appropriately formatted and disseminated in a timely manner.

c. Maintain supporting documentation (e.g., MNSS; ORDs; Doctrine, Organization, Training and Education, and Structure (DOTES) assessments, endorsements, decisions, Advocate positions, etc.) for MROC use.

d. Record and maintain all minutes and memoranda associated with the MROC and MRB. These materials will be directly accessible to all members (e.g., via the MROC homepage).

e. Promulgate MROC decisions as directed by the Chairman. Administratively track MROC decision implementation.

f. Maintain the MROC process handbook to serve as a ready source for guidance and direction on brief preparations and MROC procedures.

5. MROC Review Board (MRB). The MRB is the initial avenue of access to the MROC process. The MRB's primary function is to review all briefs for the MROC and insure briefs are so structured as to facilitate MROC action. The secondary functions of the MRB are to serve as a conduit of information to the MROC principals and to submit future agenda MROC items. Membership in the MRB is comprised of general officers, or their representatives, assigned by each permanent member of the MROC. The Director, Programs Division, P&R, serves as the MRB Chairman. The Chairman may request representatives from other staff agencies/commands to attend meetings, on a non-voting basis, to provide technical advice and other assistance as needed. The Chairman may also establish ad hoc working groups

Enclosure (1)

to complete, within a short turnaround, special projects in support of MROC issues. The MRB shall:

a. Review insights and findings in briefs, proposals, and documents to ensure the information and documentation being presented are succinct and support the recommendation(s) in a manner facilitating MROC actions.

(1) MRB will provide appropriate guidance, suggestions, and direction.

(2) MRB input is directive and changes to the briefing materials will be completed prior to presentation to the MROC.

b. Develop and forward MRB recommendations and dissenting opinions, if any, to the MROC Chairman.

c. Nominate topics for MRB/MROC consideration and advise the MROC Chairman on issues requiring Council review.

6. Advocates. As MROC members, Advocates provide broad-based experience and direct representation for each element of the Marine Air-Ground Task Force and the Supporting Establishment. The MROC provides a venue for Advocates to both participate in and influence requirements generation. This does not preclude Advocates from participating in other processes and associated forums. Assigned Advocates are:

ACMC for the Headquarters Marine Corps
DC, M&RA for the Marine Corps Recruiting Command
DC, AVN for the Aviation Combat Element
DC, PP&O for the Ground Combat Element, Chemical/Biological Incident Response Force, Marine Corps Security Forces, and Marine Security Guard Battalion
DC, I&L for the Combat Service Support Element, Installations, and Materiel Command
DC, CD for the Command Element, the Marine Corps Combat Development Command, and Science and Technology

7. Proponents. As MROC members, Proponents provide broad-based experience and service representation on functional areas that directly affect, but reside outside, the Marine Corps. The MROC provides a venue for Proponents to vet issues and garner Marine Corps positions. Assigned Proponents are:

DC, P&R for the Planning, Programming and Budgeting System
DC, AVN for Aviation

Enclosure (1)

DC, PP&O for Amphibious Shipping, Mine Countermeasures,
Maritime and Geo-Prepositioning Forces, Naval Surface Fire
Support, and Joint Non-Lethal Weapons
CG, MCCDC for Command and Control

Enclosure (1)

Staffing Comments

P&R **Concur**

M&RA **Concur**

AVN **Concur**

PP&O **Concur with comment**

- Policy Memorandum - para 3 - minor word change - change incorporated
- MROC Charter - para 7 - to add "Geo-Prepositioning Forces" - change incorporated

I&L **Concur with comment**

- Policy Memorandum - para 3 - change "Bases and Stations" to "Installations" - change incorporated
- MROC Charter - para 6 - change "Marine Corps Bases and Stations" to "Installations" - change incorporated

MCCDC **Concur**



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COMMANDANT POLICY MEMORANDUM 1-99

Subj: ADVOCACY

1. This policy memorandum directs each element of the Total Force MAGTF the Supporting Establishment to have an advocate at HQMC who will represent them in various internal and external processes occurring within the Nat. Capital Region. My desired end state is increased communication and representation of operating force requirements and interests within the processes of Headquarters Marine Corps and the Combat Development System (CDS).

2. Advocates will assist each element in identifying capabilities, deficiencies and issues, and ensure those issues are advanced through various processes within the CDS and the Department of the Navy. The Advocate acts as a conduit between the Operating Forces/Supporting Establishment and the various process owners within the CDS, as well as those external to the Marine Corps, to ensure that Element interests are properly addressed. Advocate is both the single point of contact in the Washington, DC area oversight of Element issues and the single voice, absent the Commander's designee, in representing those issues to the Marine Corps leadership.

3. Advocates are assigned as follows:

- a. Command Element: Deputy Commandant, Plans, Policies and Operations
- b. Ground Combat Element: Deputy Commandant, Plans, Policies, and Operations
- c. Combat Service Support Element: Deputy Commandant, Installations and Logistics
- d. Aviation Combat Element: Deputy Commandant, Aviation
- e. Supporting Establishment: Deputy Commandant, Installations and Logistics

A handwritten signature in black ink, appearing to read "J. L. Jones".



DEPARTMENT OF THE NAVY
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2 NAVY ANNEX
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COMMANDANT OF THE MARINE CORPS POLICY MEMORANDUM 2-99

Subj: FORMATION OF THE MARINE REQUIREMENTS OVERSIGHT
COUNCIL (MROC)

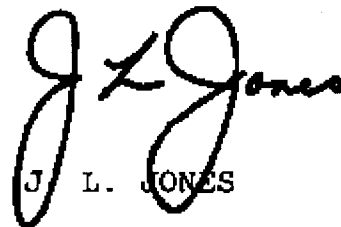
Ref: (a) Commandant of the Marine Corps Policy Memorandum 1

Encl: (1) MROC Charter

1. This policy memorandum establishes and empowers the MROC set forth in the enclosed charter. This charter assigns membership and taskings and further defines the MROC's role the requirements process.

2. The MROC will provide advice on critical matters relative defining and validating requirements and reviewing major for structure initiatives. The MROC's permanent membership parallel the assignment of advocacy per the reference to the Deputy Commandants as well as Deputy Commandant Programs and Resources and the Commanding General, Marine Corps Combat Development Center. Associate membership will be assigned as required. The MROC's scope and membership are limited by the enclosed charter and are not intended to supersede the Assistant Commandant of the Marine Corps (ACMC) Committee Meeting.

3. The MROC is designed to improve our review of requirements while ensuring that the flow remains a bottom up process. role of the Advocates in the MROC is to improve the flow of information from the Operating Forces/Supporting Establishments and to ensure that operational concerns are fully addressed all discussions.


J. L. JONES

MARINE REQUIREMENTS OVERSIGHT COUNCIL CHARTER

1. Mission. The Marine Requirements Oversight Council will advise the Commandant of the Marine Corps on matters related to defining and validating requirements and reviewing major force structure initiatives.

2. Functions. In addition to other matters as the Commandant of the Marine Corps may direct, the MROC shall:

a. Conduct comprehensive reviews of critical issues and programs to develop optimal, balanced positions by considering desired future capabilities, current operational needs, and resource constrained alternatives.

b. Review, validate, and prioritize selected Mission Need Statements (MNSs), Operational Requirements Documents (ORDs), and force structure recommendations prior to the start of the resource allocation process.

c. Analyze and develop recommendations for Marine Corps requirements, related strategies, and positions supported and funded by external agencies and other Services. This includes but is not limited to, amphibious ships, Naval aviation, and joint requirements.

d. Review operational concepts.

3. Membership. The MROC is composed of permanent members and associate members:

a. Permanent Members:

(1) Assistant Commandant of the Marine Corps, Chairman

(2) Commanding General, Marine Corps Combat Development Command

(3) Deputy Commandant, Programs and Resources

(4) Deputy Commandant, Plans, Policy, and Operations

(5) Deputy Commandant, Aviation

(6) Deputy Commandant, Installations and Logistics

b. Associate membership will be assigned as directed by the Chairman.

4. Executive Agent. The Deputy Commandant, Programs and Resources will designate and Executive Agent of the MROC. The Executive Agent will:

a. Provide administrative support for the Chairman as directed.

b. Maintain liaison between all members of the MROC, coordinate meetings, and ensure briefing materials are disseminated in a timely manner.

c. Document proceedings and promulgate decisions as directed.

d. Provide administrative support to the MROC Review Board.

5. MROC Review Board (MRB). The MROC Review Board (MRB) is comprised of one representative (Col/LtCol) assigned by each permanent member of the MROC. The Chairman of the MRB will be the Director, Marine Corps Staff. The Chairman of the MRB may request a representative (Col/LtCol), on a non-voting basis, from other staff agencies/commands to provide technical advice and assistance. The MRB will:

a. Review briefs, proposals, and documents prior to presentation to the MROC.

b. Nominate topics and recommend scheduled meetings for consideration by the Chairman of the MROC.

c. Provide advice to the Chairman of the MROC.

6. Advocates. Advocates are assigned to provide broad-based experience and direct representation for each element of the MAGTF and the Supporting Establishment. The MROC provides a venue for Advocates to both participate in and influence the requirements generation process. This representation does not preclude Advocates from participation in other processes and their associated forums. Advocates are assigned as follows:

a. Command Element: Deputy Commandant, Plans, Policies Operations

b. Ground Combat Element: Deputy Commandant, Plans, Policies, and Operations

c. Aviation Combat Element: Deputy Commandant Aviation

d. Combat Service Support Element: Deputy Commandant, Installations and Logistics

e. Supporting Establishment: Deputy Commandant, Installations and Logistics